

Benefits Unit Contact List/ Primary Responsibilities

(As of 4/18/05)

Debbie McCall
Human Resources Administrator

Address: Blue Hen Corporate Center
655 South Bay Road, Suite 202
Dover, DE 19901
SLC: D620E

Telephone: (302) 739-8331
Facsimile: (302) 739-8339

Benefits Administration Unit

Brenda Lakeman

Human Resources Specialists

Leslie Ramsey

Dianna Stotler

Ann Skeans

Dawn DeVries

Mary Thuresson
Administrative Specialist

Benefits Accounting Unit

Susan Michalek
Gail Hudson
Eileen Allison
Dottie Carroll

Contacts for Non-Payroll Groups

Primary Responsibilities

Manager
HIPAA Privacy Issues

Contact any Human Resources Specialist with questions and/or concerns regarding Coordination of Benefits (COB), medical, dental and prescription coverages.

Minnesota Life, Employee Assistance Program (EAP), Pre-Tax Commuter Benefit and Federal (CMS) Repayment Demands, Total Compensation Statements
Training/Communications, Supplemental Benefits and Federal (CMS) Repayment Demands
Flexible Spending Account (FSA) program

Claim and COB issues

Administrative Support
State Employee Benefits Committee scheduling

Primary Responsibilities

Supervisor
Non-Payroll Account Payments and COBRA
Health Eligibility and Enrollments
Dental Eligibility and Enrollments

Gail Hudson